

**MEETING: Staff Senate MINUTES**

**DTAE:** 11/8/2016

**TIME:** 9:30 a.m. CST

**LOCATION:** McMaster

**Senators:** Mike O’Toole (President), Lisa Anderson (Vice President), Kevin Evans, Ashley Pedie, Robyn Poitra

**Additional Staff Present:** Sandy Hageness, Beth MacDonald

TOPIC	DISCUSSIONS	DECISIONS
1. Called to Order		Called to order at: 9:34am
2. Approve Minutes	Minutes from 10/11/2016	MOTION: Lisa Anderson SECOND: Kevin Evan Minutes Approved
3. Dean’s Updates	Update from Dr. Migler	<ul style="list-style-type: none"> <li>• Dr. Migler informed the senate that a Business Manager has been hired and will be announce hopefully before the Thanksgiving break.</li> <li>• State Board of Higher Education meeting is going to be held in Bismarck next week and all faculty and staff are encouraged to look at the agenda and read the minutes from the last meetings.</li> <li>• Matt Keith and his drug sniffing dog will be doing a sweep through the dorms once per semester. This is just a procedure Dr. Migler would like to utilize in hopes to keep drugs out of the dorms.</li> </ul>
4. Old Business	<p>A. Elect Secretary – Ashley Pedie</p> <p>B. October Festivities:</p> <ul style="list-style-type: none"> <li>• Costume Contest</li> <li>• Pumpkin Contest</li> <li>• Snacks for Campus Forum</li> </ul>	<p>A. Ashley has accepted the position as secretary.</p> <p>B. Faculty and staff participated in October activities and fun was had by all.</p>

	<p><b>C. Christmas Party Committee</b></p> <p><b>D. Staff Senate Bylaws</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Body Vote</b></li> </ul>	<ul style="list-style-type: none"> <li>• Costume Contest winners- 1<sup>st</sup> place: Chuckie and his Bride, Jacob Nelson and Connie Allison; 2<sup>nd</sup> place: Hamburgler, Ashley Pedie; 3<sup>rd</sup> place: LumberJack, Dano Fagerlund</li> <li>• Pumpkin Contest winners- 1<sup>st</sup> place: LumberJack, TRIO; 2<sup>nd</sup> place: Grumpy Cat, Kayla O’Toole; 3<sup>rd</sup> place, Future Jacks, Bookstore</li> </ul> <p>C. A survey will be sent to faculty and staff to choose for one of the following days: December 16<sup>th</sup> or 17<sup>th</sup> a Potluck at the Stadium II or December 17<sup>th</sup> a Potluck at the Cobblestone with a \$100 fee. Once the votes are in their will be a special meeting to start the planning.</p> <p>D. 38/52 staff approved the bylaws as written.</p> <ul style="list-style-type: none"> <li>• Mike asked if we should add part-time, benefitted or non-benefitted employees to our serving body list. Mike’s concerns were non-benefitted staff voting on policies that didn’t affect them and Ashley said that all staff should have a say no matter their hiring status. If a policy arises that affects full-time benefitted employees, those employees should only get a vote/say in the matter. A motion to allow ALL staff vote and serve as a member of the staff senate was made. MOTION: Ashley Pedie SECOND: Kevin Evan</li> </ul>
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<b>5. New Business</b>	<b>A. Administrative Council Update</b>  <b>1. Staff Senate's Role</b> <ul style="list-style-type: none"> <li>• <b>What should we be communicating</b></li> <li>• <b>What should we be involved with</b></li> </ul>	A. The Administrative Council is to open communication lines between all the different committees on campus such as, Faculty Senate, Student Senate, Dean's Council, etc. <ul style="list-style-type: none"> <li>• Mike would like to see more members at meetings.</li> <li>• Mike would like to talk about the children in the work place policy at the next meeting.</li> </ul>
<b>6. Other</b>	Sandy mentioned a few event coming up and that are taking place over the holidays within the community that DCB is involved in or would like to be involved.	On Campus: November 30 <sup>th</sup> is the last Campus Forum for the year/semester. December 8 <sup>th</sup> Speaker to talk about stress management In the Community: December 3 <sup>rd</sup> is a Holiday Extravaganza— maybe have LeaderJacks and SNO make and decorate cookies with young children. December 9 <sup>th</sup> Parade of Lights and DCB has an entry.
<b>7. Next Meeting dates:</b>	December 13, 2016	
<b>8. Adjournment</b>		Adjourned at: 10:49am

Submitted by: Ashley Pedie

